

OAKWOOD
JUNIOR COLLEGE



Annual Announcement
1931 — 1932
HUNTSVILLE ALABAMA



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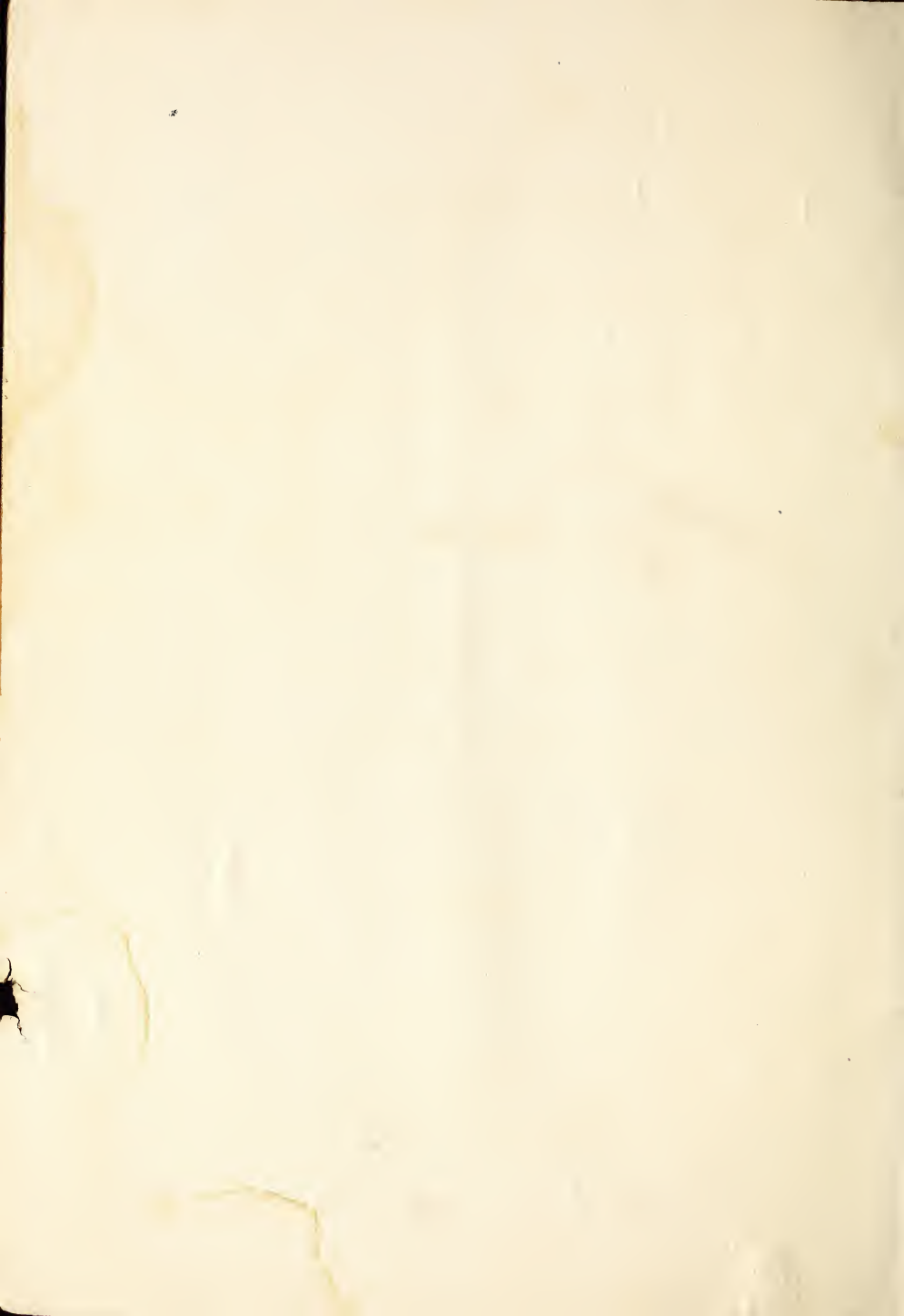
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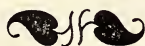
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OAKWOOD
JUNIOR COLLEGE

Huntsville, Alabama



General Catalogue
1931 - 1932



Printed by
THE OAKWOOD PRESS
Huntsville, Alabama

Calendar of Events 1931 - 1932

FIRST QUARTER

September 21, 22	Registration
September 23, 8:00 P. M.	Opening Address
September 24	Organization of Classes
November 3	Second Period Begins
/ - November 16	Founders' Day
/ - November 26	Thanksgiving Vacation
December 14	First Quarter Closes

SECOND QUARTER

December 15	Registration
December 15	Third Period Begins
2 - December 24 - 27	Christmas Vacation
/ - January 1	New Year's Day
January 26	Fourth Period Begins
March 8	Second Quarter Closes

THIRD QUARTER

March 9	Registration
March 9	Fifth Period Begins
April 19	Sixth Period Begins
May 27, vesper hour	Senior Consecration Service
May 28, 11:00 A. M.	Baccalaureate Sermon
May 29, 11:00 A. M.	Senior Class Exercises
May 29, 8:00 P. M.	Commencement
May 30	Third Quarter Closes

FOURTH QUARTER

May 31	Registration
June 1	Organization of Classes
July 12	Eighth Period Begins
August 22	Fourth Quarter Closes

Board of Managers

N. S. ASHTON, <i>Chairman</i>	-	-	-	Nashville, Tenn.
W. H. HECKMAN, <i>Vice-Chairman</i>	-			Chattanooga, Tenn.
J. A. TUCKER, <i>Secretary</i>	-	-	-	Huntsville, Ala.
C. W. IRWIN	-	-	-	Washington, D. C.
F. L. PETERSON	-	-	-	Washington, D. C.
M. B. VAN KIRK	-	-	-	Oklahoma City, Okla.
ARCHA DART	-	-	-	Chattanooga, Tenn.
WILBUR JAMES	-	-	-	Nashville, Tenn.
E. A. POHLE	-	-	-	Oklahoma City, Okla.
H. J. MILLER	-	-	-	Oklahoma City, Okla.
A. B. RUSSELL	-	-	-	Clanton, Ala.
B. F. KNEELAND	-	-	-	Atlanta, Ga.
J. G. THOMAS	-	-	-	Chattanooga, Tenn.
L. H. BLAND	-	-	-	New Orleans.
M. C. STRACHAN	-	-	-	Huntsville, Ala.
L. D. RANDALL	-	-	-	Huntsville, Ala.
ANNA KNIGHT	-	-	-	Huntsville, Ala.
BURTON CASTLE	-	-	-	Nashville, Tenn.

EXECUTIVE COMMITTEE

N. S. ASHTON, <i>Chairman</i>	W. H. HECKMAN
J. A. TUCKER, <i>Secretary</i>	WILBUR JAMES
ANNA KNIGHT	A. B. RUSSELL
L. D. RANDALL	M. C. STRACHAN

Note.—All standing committees will be appointed at the opening of the school year.

Faculty

ADMINISTRATION

J. A. TUCKER, *President*

CELESTINE REID, *Secretary and Registrar*

L. D. RANDALL, *Treasurer*

L. O. IRONS, *Bookkeeper*

JOSEPH S. DENT, *Dean of Men*

JULIA F. BAUGH, *Dean of Women*

MRS. E. I. CUNNINGHAM, *Matron*

TEACHING STAFF

I. V. COUNSELL

Bible, Pastoral Training

MRS. R. D. MUSSELMAN, *Normal Director*
Education

*....., *Librarian*
English

A. N. ATTEBERRY

History, Agriculture

R. A. JORGENSEN
Science, Mathematics, Printing

MRS. W. H. GREEN
Nursing, Physiology, Hygiene

C. L. DORTCH
Manual Training

MRS. ALYCE FRAZIER-FOLLETTE
Languages

MRS. A. N. ATTEBERRY
Domestic Arts

O. B. EDWARDS
Music

PRIMARY DEPARTMENT

MRS. R. D. MUSSELMAN, *Principal*

CORINE BASS
Grades 1 to 6

*.....
Grades 7 and 8

**To be Supplied*

INDUSTRIAL DEPARTMENTS

J. A. TUCKER, *Director*

L. D. RANDALL
Transportation and Store

J. M. SWOFFORD
Farm

A. N. ATTEBERRY
Dairy, Poultry

R. A. JORGENSEN
Printing

C. L. DORTCH
Planing Mill, Building, and Repairs

MRS. W. H. GREEN
Sanitarium

MRS. I. E. CUNNINGHAM
Boarding Department, Laundry

A. W. KIMBROUGH
Cannery, Garden, Campus

MRS. A. W. KIMBROUGH
Orphanage

Daily Program

Rising Bell.....	5:30 A. M.
Silent Hour.....	5:50
Breakfast.....	6:15
School (Academic & College)	7:00 to 12:00
Chapel.....	9:45
Dinner	12:30 P. M.
School (or work).....	1:30 to 5:30
Lunch.....	6:00
Chapel and Worship.....	6:45
Study.....	7:15 to 9:15
Retiring Signal.....	9:15
Lights Out.....	9:30

The Student's Aim

"Make your student life as perfect as possible. You will pass over the way but once. And it rests with you yourself whether your work shall be a success or a failure."

"Students should feel their responsibility in the matter of making their school life a success. They should bend every effort in the right direction, so that they may not disappoint their parents or guardians who work hard to keep them in school, and who are deeply anxious for their present and eternal welfare. Students should determine that they will make a record that they will not be ashamed to meet in the day of judgment."—*Mrs. E. G. White*

Foreword

OAKWOOD JUNIOR COLLEGE is operated by the Educational Department of the General Conference of Seventh-day Adventists. Its purpose is to supply the twelve million colored people of this country with gospel workers.

HISTORY AND LOCATION

The School is located in a fertile valley, five miles northwest of Huntsville, Alabama, eight hundred feet above sea level, affording a pleasant view of the city and the surrounding country. Across the valley, eight miles distant, Monte Sano (1700 feet) appears against the eastern sky. The distance from the city is a favorable feature in the location of the institution, it being near enough for mail and other accommodations and yet at the same time removed from the allurements and temptations of the city.

This site was chosen in 1896 by Elders O. A. Olsen and G. A. Irwin, acting for the General Conference of Seventh-day Adventists. The choice was made after a thorough investigation of many places in this part of the South. The location is a healthful one. The air is generally light and balmy, and there is an unusually large number of sunny days in the year.

The farm on which the School is situated comprises a tract of 896 acres. A beautiful drive leads to the campus, around which the eight main buildings of the School are located in a circular form. This spot was formerly covered with giant oaks of a century's growth, but because of decay these are now being gradually replaced with walnut, maple and other beautiful trees. Flowers and shrubbery adapted to the climate, and well selected for the seasons, form an almost unbroken series of bloom and fragrance.

HOW TO REACH THE SCHOOL

HUNTSVILLE is situated at the junction of the Chattanooga and Memphis division of the Southern Railroad, and the Decherd, Elora, Huntsville and Gadsen branch of the Nashville, Chattanooga and St. Louis Railroad. The place is easy of access from all points. Our school being located

five miles from the city, it is necessary that students, before leaving home for school, write to us, stating the time they expect to leave home and also the date and hour they may be expected to arrive at Huntsville. All incoming students should plan to arrive in the daytime if possible.

Students reaching Huntsville and failing to find anyone at the station to meet them should call up the School over telephone No. 3802, and a conveyance will be sent. Students should remain at the station where they can be found easily.

STUDENTS WANTED

THE School is open to worthy persons of both sexes who come for the purpose of doing earnest, faithful work. The School believes in religious liberty, and no religious test is applied. All persons must be of upright moral character, and whether students make any profession of religion or not, all will be expected to reverence and respect the word of God and to observe the regulations of the School. Their matriculation is considered by the management as a contract, or agreement, to abide by the regulations and to have their conduct correspond with the spirit of the institution.

Those who have little desire to study, who are careless in their deportment and association, will not be admitted knowingly or retained.

Our application blank requires that students unknown to the institution furnish recommendations of good moral character and sound health.

Applicants should be at least fifteen years of age, and students planning to work a considerable portion of their way, unless very well qualified, should be older.

FAMILIES

OAKWOOD has always endeavored to care for limited number of small families who come to attend school. In so doing the institution has sought to make these families as comfortable as possible. The number of homes that the School has been able to devote to family use is necessarily very small. Families who contemplate coming to Oakwood must first correspond with the management.

Those who are accommodated in this way are expected to conform to the general rules that govern other students in regard to conduct, attendance upon services, etc. They will be expected to co-operate with the institution in every way, and any breach of conduct on their part will call for the same discipline that applies to other students.

PLEDGE

It is distinctly understood that every student who presents himself for admission to the School thereby pledges himself to observe all its regulations, whether printed in the CATALOGUE or *Student's Manual* or announced by the faculty. If this pledge is broken, it is also understood that by such infraction he forfeits his right to membership, and if longer retained, it is only by the forbearance of the board and the faculty. It is also part of the student's contract that he will to the best of his ability, perform all duties assigned.

OUR PLAN OF OPERATION

AFTER a number of years of study, the plan of operation as outlined in this catalog has been adopted by our board. The school year is divided into fall, winter, spring, and summer quarters of twelve weeks each. These quarters follow without a break, giving us a four weeks' vacation between the summer and fall quarters. This makes it possible for the student who can pay cash to finish a full year's work in the fall, winter, and spring quarters; and if he desires to stay for the summer quarter, he can take additional work. Those who work their way can stay the entire year, and thus finish their work in four quarters.

This arrangement also enables colporteurs who cannot make their deliveries earlier to enter at the beginning of the winter quarter. It will be necessary, however, for those who wish to finish a full year's work in three quarters to enter at the beginning of the fall quarter. This plan of operation is not a new one, as many of the schools of today are thus operated.

Expenses

THE expenses at Oakwood Junior College are considerably below those of any other school of its size.

DEPOSITS

A remittance of \$25.00 is required to accompany the student's application. If he is accepted, this money is put on deposit, and is not to be drawn upon except for final settlement. Each dormitory student is charged \$1.00 for his key, this to be refunded to him on his departure, provided his account is paid, his room left in good order, and the key returned. Upon entering school the student pays one month's expenses in advance. All remittances should be made direct to the School, payable to Oakwood Junior College.

BOARD

The cafeteria plan of boarding is followed, thus giving the student the privilege of selecting his food and paying for what he eats. Three meals are served each day, and as far as possible the home life at the table is preserved. Unless ill, students living in the dormitories must take their meals in the dining room. There is a minimum charge of \$12.00 a month for girls and \$14.00 for boys.

ROOM

The home expenses for students in the dormitories are \$7.00 for each month, two students occupying one room. Students desiring to room alone may do so as long as we have sufficient rooms, at the rate of \$14.00 a month. These charges include only room, light, and heat. Those who come late, or who leave before the end of the month, will pay for a full month if the time is more than two weeks; if less than two weeks the charge will be for a half month.

LAUNDRY

A minimum charge of \$2.00 a month is made for plain laundry. All fancy laundry and all starched goods

will be charged extra- Part of a month will be charged as a full month.

SCHOOL FEES

The following charges are made to all students:

Grades 1 and 2.....	\$ 1.00	per month
Grades 3 and 4.....	1.50	per month
Grades 5 and 6.....	2.00	per month
Grades 7 to 9.....	3.75	per month
Grades 10 to 12.....	5.00	per month
Grades 13 and 14.....	6.40	per month

For grades 7 to 14 the charge is by subjects, the usual fee being from one to two dollars per month for each topic studied. We do not call these charges tuition, because they do not in any way pay the cost of teaching. They are used to help cover class fees, library upkeep, janitor expenses, etc.

REQUIRED LABOR

Young men are required to perform work amounting in value to at least \$ 1.50 per week, and young women to the value of at least \$ 1.20 per week, for thirty-six weeks. The lower requirement for young women is in proportion to the wages paid them as compared with what young men receive. This labor must be performed; it cannot be paid for in cash. Failure to do this subjects the student to a fine of 25 cents for each required hour that he does not work.

ESTIMATED MONTHLY EXPENSE

Minimum board, room, and laundry for girls \$21.00; minimum board, room, and laundry for boys \$23.00. School expense, \$4.00 to \$6.00. Total estimated expense for girls, \$25.00 to \$27.00; boys, \$27.00 to \$29.00. Music and all other special fees are extra.

SETTLEMENT DAY

The school month is four weeks in length. Accounts are payable in advance at the beginning of each month. We must insist that this regulation be strictly adhered to,

as we have our bills to meet the first of each month. In case settlement is not made, the student will be asked to discontinue his school work. The following days are settlement days for 1931 and 1932:

September 22, 1931
October 20
November 17
December 15

January 12, 1932
February 9
March 8
April 5
May 3

DENTISTRY

As the School has no dentist connected with it, we urge that all students have their teeth examined and dental work attended to before leaving home. Money for such expenses cannot be furnished by the School.

MEDICAL ATTENTION

Medical attention and nursing must be paid for by the student receiving the same.

TRANSPORTATION

On September 22 and 23 students and baggage will be conveyed from Huntsville to Oakwood, and on May 29 and 30 they will be taken to Huntsville, free of charge. For all other trips a transportation fee of 50 cents will be charged, provided there are four persons going; otherwise the charges will be according to the number going, as no trip can be made for less than \$2.00.

BREAKAGE

The student is responsible to the head of his department for all breakage and damage to property.

CASH

The School does not pay cash for work, neither should students expect that the School will purchase for them shoes, clothing, or anything else on credit. All money for clothing, etc., should be arranged to come from

sources other than the school. By a little reflection it will be seen that the school does well to furnish sufficient work to enable a large number of students to pay their board and room.

STORE

The school operates a store where the students may purchase school books, stationery, toilet articles, and nearly everything a student needs. This store is operated on a strictly cash basis. No student should ask for credit.

SPECIAL FEES

For piano lessons, one each week and one hour a day practice, a fee of \$3.00 per month is charged. Fifty cents is charged for each special examination. A fee of \$2.50 is charged for certificates, and \$3.00 for diplomas. Reregistration costs \$1.00; lecture course, \$1.00; library fee, grades seven to twelve, \$2.00; grades thirteen and fourteen, \$3.50.

SCHOLARSHIPS

The estimated yearly school expense is about \$250.00, and this amount is set as the scholarship. This does not include personal expenses such as clothing, shoes, etc. Student colporteurs who comply with the scholarship plan as established by the Publishing Department of the General Conference are allowed a discount of twenty (20%) per cent on all regular school expenses, so that the colporteur is enabled to secure a scholarship for \$200.00.

To qualify for the scholarship discount, the student colporteur must sell not less than \$400.00 worth of subscription books, and turn the full \$400.00 over to the Book and Bible House in whose territory he works; or, to state it another way, he must have delivered and paid for the \$400.00 worth of books, or more, and have a cash credit of \$200.00 at the Book and Bible House.

The colporteur will then receive credit on account at the school for \$250.00; this amount is made up of the \$200.00 sent through the Book and Bible House, plus \$50.00 of special scholarship commission which is paid

jointly by the Publishing House, the Book and Bible House, and the School.

A one-half scholarship, or a three-fourths scholarship, may be earned on the same basis, the required sales being proportionately less. Also, when a student sells 25% more literature than is required for a full regular scholarship, he is given the benefit of an additional quarter scholarship on the same plan as applies to the regular scholarship.

Scholarships are not transferable, but scholarship credit may be used toward defraying the expenses of a member of the colporteur's family.

Scholarship credit is not available to be withdrawn as cash for personal expenses, but should the colporteur be unable to attend school, the money may be refunded on the basis of 20% discount.

Description of Studies

DEPARTMENT OF BIBLE

I. V. COUNSELL

AS A MEANS to an education in its highest and noblest aspect, the Book of God stands without a rival. In whatever light viewed, this must be the conclusion to all candid minds.

"The word is to be the chief study in all our schools." "Heart and mind are to be trained to preserve their purity by receiving daily supplies from the fountain of eternal truth. The education gained from a study of God's word will enlarge the narrow confines of human scholarship, and present before the mind a far deeper knowledge to be obtained through a vital connection with God. It will bring every student who is a doer of the word into a broader field of thought, and secure to him a wealth of learning that is imperishable." *Counsels to Teachers*, p. 13.

"The Bible is the best book in the world for giving intellectual culture. Its study taxes the mind, strengthens the memory, and sharpens the intellect more than the study of all the subjects that human philosophy embraces. The great themes which it presents, the dignified simplicity with which these themes are handled, the light which is shed upon the great problems of life, bring strength and vigor to the understanding." *Gospel Workers*, p. 100.

1, 2, 3.

OLD TESTAMENT HISTORY

The classes in Old Testament History are supposed to gain a clear and comprehensive knowledge of the chief events and biographies of the Old Testament in a chronological order, and to understand something of their relation to, and bearing on, the New Testament. *One unit*

4.

DENOMINATIONAL HISTORY

Under this topic is taught the rise and progress of the great Second Advent movement. The subject includes a brief history of the Seventh-day Adventist Church.

One-third unit

5.

THE SPIRIT OF PROPHECY

Of all subjects taught in our schools this is one of the most important, and should receive a prominent place in daily studies. The student of this subject should make himself familiar with the teachings of the Scriptures in reference to the place of this gift in the church, and how the same has been confirmed to the remnant of God's people in these last days of earth's history. *One-third unit*

6.

HISTORY OF MISSIONS

One quarter will be devoted to the study of the great mission fields. Considerable attention will be given to the historical background of each country studied, its physical features, religion, and manners and customs of the people. Special topics will be assigned to each student. *One-third unit*

7, 8, 9.

BIBLE DOCTRINES

This subject embraces a study of all the prominent doctrines of Seventh-day Adventists. How necessary to understand the great themes of the Bible in these last days of darkness and peril! *One unit*

COURSES 101, 102.

DANIEL AND THE REVELATION

This course takes up a verse by verse study of the books of Daniel and The Revelation. They are studied in the light of their significance to us at the present time.

Eight quarter hours

COURSES 103, 104.

DOCTRINE OF CHRIST

Those in this class are supposed to make a careful and critical study of vital subjects, such as the Plan of Salvation, Inspiration of the Bible, the Origin of Evil, the Fall of Man, the Godhead, Creation, the Atonement, the Covenants, the Two Laws, the Sabbath, etc.

Eight quarter hours

COURSE 105.

ANCESTRY OF THE BIBLE

This is a subject only recently introduced into the curriculum. It deals with the origin and history of the books of the Bible. *Four quarter hours*

COURSE 106.

PUBLIC SPEAKING

In order to help our young men prepare for the ministry we are offering a course in Public Speaking to help them in their field work.

Four quarter hours

DEPARTMENT OF HISTORY

A. N. ATTEBERRY

A THOROUGH knowledge of History is necessary for any public worker in this movement. Since the movement is a prophetic one it has a historical basis. The early nations, together with those of Babylon, Persia, Greece and Rome, form the historical background for the third angel's message.

1, 2, 3.

GENERAL HISTORY

One year's work is offered in General History. The history of the world is covered from the earliest dawn of history until the present time. The prophetic periods will receive careful attention. Original work in the library will be required of every student.

One unit

4, 5.

AMERICAN HISTORY

In this study the student will receive a clear idea of the place our country fills among the nations of the earth, and the leading features of its government. The part this nation is to play in the closing history of the world makes this study at once an interesting and a vital one.

Two-thirds unit

6.

AMERICAN GOVERNMENT

In this course the development and operation of our government is carefully studied. The relation of the student to organized government, and to society is given consideration.

One-third unit

COURSES 101, 102, 103.

FRESHMAN HISTORY

This course begins with the birth of Christ. Time is spent in giving emphasis to the true philosophy of history as a background for future topics. From the fourth century to the present, due attention is given to the decline and fall of

Rome, the rise of the Papacy, the Crusades, the development of Western European nations, the Renaissance, the Reformation, the French Revolution, Nationalism, and the World War. The fulfillment of God's purpose as revealed in the prophecies is made prominent throughout the course. This course is a prerequisite to all college courses in history. Text-books, lectures, and readings.

Nine quarter hours

COURSES 104, 105, 106. HISTORY OF ANTIQUITY AND GREECE

The book of Genesis is studied as a source for antediluvian history. The religion, government, art, architecture, and literature of the Egyptians, Babylonians, Assyrians, Persians, Hittites, and Phoenicians, will be carefully considered. It will be interesting to note how recent excavations and research have remarkably confirmed the history of the Old Testament and revealed the fallacy of many prevalent theories. The sojourn of the Hebrews in Egypt is given special study, and the effect of Egyptian influence upon the later life of the Hebrews is clearly traced.

In the study of Greece the student is led to observe what the Greeks accomplished in art, literature, architecture, and philosophy. The limitations of Greek culture are also presented. The unfolding of prophecy as revealed in the Bible will be given due prominence. Text-books, outlines, and readings.

Nine quarter hours

COURSES 107, 108, 109.

CHURCH HISTORY

A year's work in this important and interesting subject is calculated to waken a deep interest in the subject, and to enable the student to form a clear and comprehensive outline into which the important facts and issues of Church History may be fitted. Having laid this foundation, the student will be enabled to continue in a general way his study of the topic through the coming years. No clear idea of the great gospel work can be obtained without this study. Every minister and Bible worker should, if possible, pursue it. The method followed will be a text-book outline, supplemented by collateral reading and note book work.

Six quarter hours

DEPARTMENT OF ENGLISH

(To Be Supplied)

1, 2, 3.

RHETORIC AND AMERICAN LITERATURE

In this subject thorough training in oral and written composition is given; a close study of carefully selected models is included. Two short themes are required each week. After they are criticized and corrected, the student must hand them in and they are kept until the course is completed. American literature will be taken up, giving the student a knowledge of English literature in America. Selections in prose and poetry from American authors are studied intensively.

One unit

4, 5, 6.

ENGLISH LITERATURE

This course is devoted to giving the student an idea of the facts and history of English literature, thereby providing him with the knowledge so essential to general culture and intelligence, and preparing him for a profitable reading and study of the masters of our language. It will be supplemented by carefully selected reading and literature work.

One unit

COURSES 101, 102, 103.

FRESHMAN RHETORIC

Prerequisite, three years academic English. This course is devoted to the study of the principles of organization of material and modes of paragraph development, followed by special study of description, narration, exposition, and argumentation. Daily written work is required, and in addition, thousand-word themes each period. As a part of this course each student is required to write an oration and deliver it before the student body.

Ten quarter hours

COURSE 104.

BIBLICAL LITERATURE

This course is designed to give one an appreciation of the Bible as the masterpiece of literature. The different

books of the Bible will be interpreted from a literary standpoint. They will be classified and analyzed as to their literary types, such as epic, lyric, dramatic, historic, and the like. The direct influence which the Bible has had upon authors and the development of English literature will be traced. Class reports and research work will be required.

Three quarter hours

COURSES 105, 106.

ENGLISH LITERATURE

A general survey of English literature from its beginnings to the present time. An interpretative study will be made of selected works from the best authors whose writings lend themselves most readily to illustrate the fundamental literary principles. Lectures, reports, assigned readings.

Eight quarter hours

COURSE 107.

AMERICAN LITERATURE

A study of the development of American literature with some reference to the influence of foreign literature and contemporary history. Detailed study of masterpieces, general readings, themes, outlines.

Five quarter hours

COURSE 108.

JOURNALISM

A study of the modern newspaper, its nature, functions, and development, together with an analysis of types of news stories and experience in writing for the press.

Five quarter hours

COURSES 109, 110.

LIBRARY SCIENCE

The knowledge of library work is valuable to every literary worker, especially to those who contemplate teaching. In this course a study of the selection, classification, and cataloging of books, the filing of pamphlets and clippings, and use of reference books and bibliographies, will be made. The class is limited to ten. Two hours recitation and two hours laboratory each week.

Six quarter hours

DEPARTMENT OF ANCIENT AND
MODERN LANGUAGES

J. A. TUCKER MRS. ALYCE FRAZIER-FOLLETTE

1, 2, 3.

LATIN I

Beginners' Latin: A firm foundation in grammatical structure is laid, giving special attention to declensions, conjugation, and syntax. A vocabulary of about 600 words is learned preparatory to a subsequent intelligent reading of the authors, especially Caesar. Composition is taught with the translation.

One unit

4, 5, 6.

LATIN II

Caesar: The first four books of Caesar's Gallic Wars are read, attention being given to syntax, history, and social life of this period. A comparison and study of contemporary prose writing is made in the last quarter in this course, and the relation of Latin to the Romance languages is shown.

One unit

COURSES 101, 102, 103.

SPANISH I

Pronunciation, grammar, reading, syntax, and acquisition of a vocabulary; free reproduction, written and oral exercises. Themes and passages from the Bible are used. The language studied is made as far as possible the language of the classroom.

Twelve quarter hours

COURSES 104, 105, 106.

SPANISH II

Aim to develop (1) facility in speaking and thinking in Spanish; (2) an accurate reading knowledge of the language. Spanish will be the language of the classroom.

Eight quarter hours

COURSES 107, 108, 109.

GREEK I

The first year is devoted to laying a firm foundation in the essential forms and facts of the language. The declensions and conjugations are thoroughly mastered, including the force of terminations, forms, syntax, vocabulary, and the idioms of the language. The gospel of John chapters

1 to 3:10 is studied in connection with the requirements indicated in the twenty-five lessons of the "Introductory New Testament Greek Methods," by Harper & Weidner. A study of the gospel by John from chapter 3:11 to chapter 21:25 with concurrent work follows. The first Epistle of John is also read.

Twelve quarter hours

COURSES 110, 111.

GREEK II

Principles learned in the essential forms and facts of language as practiced in the "Introductory New Testament Greek Methods" are applied to reading the book of Revelation, the Sermon on the Mount, ten other chapters of the book of Matthew with Mark and Luke parallel; the first seven and the fifteenth and sixteenth chapters of Acts of the Apostles; lexical work and exegetical study of special passages from letters of Peter and Paul. Doctrinal texts on the Sabbath, Baptism, and other subjects are read and studied during the year.

Eight quarter hours

DEPARTMENT OF SCIENCE

R. A. JORGENSEN

"IN THE natural world God has placed in the hands of the children of men the key to unlock the treasure-house of His word." *Counsels to Teachers, p. 187.*

"As we observe the things of the natural world, we shall be enabled, under the guiding of the Holy Spirit, more fully to understand the lessons of God's word. It is thus that nature becomes a key to the treasure-house of the word." *Education, p. 120.*

1, 2, 3.

BIOLOGY

The course in Biology is primarily a course in pure science and includes a study of the leading divisions in the animal and plant kingdoms. An intensive study is to be made of typical representatives, and a more general study of related forms, with a view to discovering the chief characteristics of each division. Extensive experimental and microscopic work is done in the laboratory. The adaptation of plants and animals to their surroundings is stressed throughout the course.

One unit

4, 5, 6.

PHYSICS

An introduction to the study of mechanics, heat, magnetism, electricity, radio communication, sound, and light. The student is lead to discover the hows and whys of natural phenomena and various appliances for using, transforming, and measuring energy, largely from the experimental point of view. The laboratory work is an important part of this subject. Algebra is a prerequisite. *One unit*

COURSES 101, 102, 103.

GENERAL CHEMISTRY

An introduction to the science of chemistry, consisting of a systematic study of inorganic elements and their compounds. The importance of a knowledge of chemistry and its application to every-day life and industrial enterprises is emphasized through class demonstrations and laboratory periods. The student is given a short course in the method of qualitative analysis and a number of "unknowns" are submitted to him for analysis. A brief survey of the field of organic compounds is also taken. Academic Physics is a prerequisite. Three hours lectures and four hours laboratory each week. *Twelve quarter hours*

COURSES 104, 105.

DESCRIPTIVE ASTRONOMY

The topics involved in this course are the earth, moon, sun, meteors, planets, celestial mechanics, comets, stellar systems. Two hours lectures, two and one-half hours laboratory work and observation. *Eight quarter hours*



DEPARTMENT OF MATHEMATICS

R. A. JORGENSEN

1, 2, 3.

ALGEBRA

This includes literal arithmetic, simple equations, factoring, graphical representation, linear systems, square root, radicals, quadratic equations, ratio and proportion. The practical applications of algebra in solving useful problems is a valuable part of this course. The completion of eighth grade arithmetic is a prerequisite.

One unit

4, 5, 6.

PLANE GEOMETRY

Prerequisite, algebra. The topics studied in this course are; rectilinear figures, the circle, proportion, similar polygons, areas, and regular polygons. Geometry serves to give to the student an insight into deductive reasoning, helps him to know what it means to prove a statement, and cultivates in him habits of independent investigation. Each student is required to solve at least four hundred original problems during the course.

One unit

COURSE 101.

ADVANCED ALGEBRA

Review of the first year algebra, imaginaries, complex fractions, logarithms, binomial theorem, linear equations, quadratic equations, ratio, proportion, variation, progressions.

Four quarter hours

COURSE 102.

TRIGONOMETRY

Trigonometric functions, trigonometric identities and equations, inverse functions, solutions of triangles, applications.

Four quarter hours

COMMERCIAL SUBJECTS

1, 2, 3.

BOOKKEEPING

The work of the student in this course is so planned that he is working independently of others. More advanced bookkeeping is taught in this course and also simple accounting. The knowledge of simple accounts is a prerequisite.

One unit

4, 5, 6.

TYPEWRITING

We are living in an age when typewriting is a necessity to every one, be he minister, teacher, Bible worker or employee in a business office. Neither is typewriting of any value unless one is accurate. The touch system, as we teach it, is the only way that can make one accurate and give one the necessary speed to accomplish something. In this course two hours a day practice and instruction is required. Speed tests are given at various times; international regulations govern in these tests. If a student acquires a speed of forty words per minute he is given the award offered by the typewriting company. Students must practice on the Royal, the Underwood, and the Remington typewriters. Twelfth grade. *One unit*

DEPARTMENT OF NORMAL TRAINING

MRS. R. D. MUSSELMAN

JULIA F. BAUGH

"To the teacher is committed the most important work, a work upon which he should not enter without careful and thorough preparation." *Counsels to Teachers*, p. 229.

In keeping with the above statement the Normal Department of Oakwood Junior College has been organized. The constant and urgent demands which come to us for normal-trained teachers prove that there is a great need for such a department. The aim of all teaching should stand for a complete development of the physical, the mental, and the spiritual powers.

To train the human mind is the nicest work ever intrusted to man, and so those who enter the normal department should be those who love children and youth, and who regard work for them as real missionary work of the highest character. They should have a high moral standard, should be tactful, patient, and above all should be thoroughly grounded in the principles of the third angel's message. They should be those who day by day have a living connection with the great Teacher.

TEACHERS' CONFERENCES

The normal supervisors meet the students of the department regularly for discussions on such general topics as Home and School Associations, State Examinations Reading Courses, etc. Attendance is required of all normal students.

The Oakwood observation school is open to the students of the normal department for observation and study under the direction of the supervisors.

The Oakwood summer school is so arranged that normal work done in the normal department shall have regular academic credit, the same as that completed during the regular school year, providing the student has had the required prerequisite course or equivalent.

Public school graduates entering the college normal department may be required to take examinations in academic Bible or requested to spend extra time in school.

TEACHERS' REVIEWS

In this class a review is given in all the grammar subjects. The thought is to fit the student to go out into the elementary schools and do efficient work in teaching these subjects. This can be done only by having refreshed the mind on these subjects. No credit is given for this study.

COLLEGE NORMAL COURSE

Any one finishing this course as outlined, will be granted the Advanced Normal diploma, and upon recommendation of the Normal Director, will receive from the union conference a professional certificate good for five years following its issuance. Graduates holding these diplomas and certificates may, after three years of successful teaching, on recommendation of the Union Conference Secretary in whose territory the teaching has been performed, receive a teacher's life certificate from the General Conference Department of Education, signed by the Secretary of the Department and sealed with a special Department seal, in harmony with the action of the Department.

COURSE 101.

PRINCIPLES OF EDUCATION

A study of the foundation principles of education. This course is designed to emphasize the principles and methods of the Master Teacher, and to employ them as the basis of educational effort.

Texts: White, "Counsels to Teachers," "Education," and "Fundamentals of Christian Education." *Five quarter hours*

COURSE 102.

SCHOOL HYGIENE

A course designed to emphasize the importance of health principles in the school, in the buildings, in the home, and in the habits of the children. Supplementary work will be done with material issued by the Government Health Service.

Text: Dresslar, "School Hygiene." *Two quarter hours*

COURSE 103.

PEDAGOGY

A quarter's work in general methods. It is quite essential that this course should precede class work in special methods for common branches.

Text: Strayer, "Brief Course in the Teaching Process." *Three quarter hours*

COURSE 104.

SCHOOL MANAGEMENT

A course dealing with the training of the ability to organize, discipline, and conduct a representative school.

Text: Bagley, "Classroom Management." *Three quarter hours*

COURSES 105, 106.

HISTORY OF EDUCATION

This subject gives a comprehensive view of educational thought from antiquity to the present. It starts with the school in Eden and shows the plan for Christian education throughout the centuries. It also shows how man has striven to reach his ideals throughout the various systems of education.

Text: Seeley, "History of Education." References: Cumberly, Monroe, Graves. *Six quarter hours*

COURSE 107.

ELEMENTARY PSYCHOLOGY

A brief survey of the general mental factors underlying the behavior of the individual.

Text: Betts, "The Mind and Its Education."

Three quarter hours

COURSE 108.

CHILD PSYCHOLOGY

A study of every phase of child behavior in the class room, shop, or wherever the child may be placed for instruction. Junior Study will be included in Child Psychology. Textbook work and careful observations are important considerations in this quarter's work. The best methods of conducting Junior Missionary Volunteer activities are a feature of this course.

Text: Kirkpatrick, "Fundamentals of Child Study."

Three quarter hours

COURSE 109.

MEASUREMENTS

A course in achievement and mental testing. The purpose of this course is largely diagnostic. It will include a study of the classification of children with special attention to defective and superior pupils.

Text: Starch, "Educational Measurements."

Three quarter hours

Methods in the Primary and Intermediate Grades

It is the purpose of these courses to prepare the teacher for class work in the observation school.

COURSE 110.

METHODS IN PRIMARY AND
INTERMEDIATE BIBLE

Bible story telling and the making of memory verse cards for the primary grades are given. Methods in presenting the subject matter of the Bible text-books for the intermediate grades are included.

Text: White, "Bible Lessons."

Three quarter hours

COURSE 111.

METHODS IN PRIMARY NUMBERS
AND CONSTRUCTION

The teaching of numbers in the primary grades is given in this course. The number construction work done by the children of these grades is required of the teachers in training.

One quarter hour

COURSE 112.

METHODS IN PRIMARY, READING, PHONICS,
LANGUAGE, AND SPELLING

In this course the psychology of reading and phonics is offered. The making of reading charts and phonogram and word cards is required. Methods are given in the teaching of language and spelling for grades one to six.

Text: Klapper, "Teaching Children to Read."

Four quarter hours

COURSES 113.

NATURE STUDY

The student-teacher studies methods of teaching nature in the primary and intermediate grades. The study of birds, trees, plants, etc., will be given. Excursions, note book, and observation will be required.

Text: Cady & Howell, "The Book of Nature."

Three quarter hours

COURSE 114.

SCHOOL MUSIC AND PENMANSHIP

The prerequisite for Music is sight singing. Music chart, teaching of rote songs, devices for teaching the rudiments of music are given.

The prerequisite for Penmanship is a Progress Pin, or equivalent, in the Palmer Method of teaching penmanship. The student-teacher must continue the study of penmanship until at least a Student Certificate in penmanship has been earned. The Palmer Method of penmanship is studied.

One quarter hour

COURSE 115.

DRAWING

The construction work taught in the primary grades and methods of teaching it are given in this course. Drills in

using the ruler in mechanical drawings, and the making of furniture from cardboard are offered. Paper cutting is included. *Two quarter hours*

COURSE 116.

BLACKBOARD SKETCHING

Ability to draw easily and well on the blackboard is the need of every teacher. This course offers instruction in the art of blackboard drawing. *Two quarter hours*

*COURSE 117.

CARDBOARD CONSTRUCTION

Preparation for directing art activities in the grades is the object of this course. It includes pen and pencil drawings crayola and water-color sketching. The actual work done in the grades is required of the Normal student.

Two quarter hours

*CORRECTION — The description of Course 117 is listed under Course 115, and vice versa.

† *Methods in Grammar Grades*

The object of these courses is to train the student in the best methods of teaching the grammar grade subjects. Teachers' Reviews or examination in the subjects studied, will be prerequisite to these courses.

COURSES 118.

THE TEACHING OF ARITHMETIC

A practical knowledge of arithmetic is needed by everyone. This course is designed to prepare teachers to present the subject in a practical and interesting manner.

Text: Smith, "Methods of Teaching Arithmetic."

Two quarter hours

COURSE 119.

THE TEACHING OF BIBLE

"There is no position in life, no phase of human experience, for which the teaching of the Bible is not an essential preparation." Particular attention is given to the clear presentation of the important subjects covered by the Bible lessons for the seventh and eighth grades.

Two quarter hours

† "How to Teach the Fundamental Subjects," Kendall, Mirick and other books are used in the Methods classes.

COURSES 120, 121. THE TEACHING OF HISTORY AND CIVICS

To inspire the grammar grade pupil with an appreciation of his country, and to arouse the desire to be a worthy citizen of that country, is the purpose of this course for teachers. *Two quarter hours*

Text: Wayland, "The Teaching of History."

COURSES 122, 123.

THE TEACHING OF AGRICULTURE
AND GARDENING

No line of manual training is of more value than agriculture. A greater effort should be made to create and encourage an interest in agricultural pursuits." It is the object of this course to awaken an interest in gardening and agriculture that will be of practical and cultural value.

The importance and practicability of school gardening are presented in this course. The making of a small garden is required of each member of the class. *Two quarter hours*

COURSE 124. THE TEACHING OF PHYSIOLOGY AND HYGIENE

"The study of the wonderful human organism, the relation and dependence of its complicated parts," is surely of the first importance, for "without health no one can as distinctly understand or as completely fulfill his obligations to himself, to his fellow-beings, or to his Creator." To prepare the teacher to present this instruction in such a way that the pupil shall be able to understand and apply it is the object of this course. *One quarter hour*

COURSE 125.

THE TEACHING OF GEOGRAPHY

"Geography deals with men in their whole physical and social environment." The study of these relations has a practical value for every phase of life, and the value of such knowledge to missionaries is incalculable. *Two quarter hours*

Text: McMurry, "The Teaching of Geography."

COURSE 126.

THE TEACHING OF GRAMMAR

"A thorough training in the use of the English language is of far more value to the youth than the superficial study of foreign languages to the neglect of his mother tongue."

To lay the foundation for this training is the work of the grade teacher. *Two quarter hours*

COURSE 127.

WOODWORK

Manual training in woodwork for the intermediate and grammar grades as well as instruction in methods is here offered. The student in this course is expected to make the articles which will be required of the pupils in the grades

Two quarter hours

COURSE 128.

SEWING

The fundamental stitches and the principles of sewing are taught in this course. Prospective teachers are instructed in methods, and are required to demonstrate their ability to do the actual work of the grades by making the various models.

Two quarter hours

Text: Owen, "Elementary Sewing."

COURSE 129.

COOKING

How to present the subject of food and cookery to the pupils in the grammar grades is considered in this course. Both theory and practice are given.

Two quarter hours

COURSE 130.

BASKETRY

This is a brief course in elementary basket-weaving and the making of useful and decorative articles for the home

Two quarter hours

COURSES 131, 132.

OBSERVATION AND TEACHING

Each teacher must demonstrate his ability to govern a school room and teach thoroughly those branches of study required in grades 1 to 6. Before being assigned work in practice teaching, the student observes the work of the supervisors and is also required to pass an examination upon the text. The student is required to present lesson plans one week in advance of his assigned subject.

Six quarter hours

COURSES 133, 134.

OBSERVATION AND TEACHING I

The student-teacher in this course does his practice teaching in the grammar grades subjects. The work must be carefully outlined before the student goes into the classroom. The teaching is to be done under supervision of the critic teacher and normal director.

Six quarter hours

MEDICAL MISSIONARY DEPARTMENT

MRS. W. H. GREEN

FOR some time we have been beset with requests from students for work in medical missionary lines. We have thought for years that it should be an essential in every course. A few changes in our courses of study have enabled us to offer these necessary topics. Students at Oakwood have an excellent opportunity of receiving this training in connection with our Sanitarium. Thus the instruction will be both theoretical and practical.

HEALTH EDUCATION

A full year's work is devoted to this subject in the eleventh grade and is required of all students. The first quarter is given to a study of Physiology, the second quarter to Hygiene and Sanitation and the third quarter to Home Nursing and Simple Treatments, outlined as follows:

1.

PHYSIOLOGY

This course comprises a careful study of the normal functions of the body. It embraces the topics of muscles, nervous system, circulation, respiration, digestion, excretion, foods, nutrition, personal hygiene, and the laws of health. The class work is supplemented by laboratory experiments.

One-third unit

2.

HYGIENE AND SANITATION

Every worker who trains for public service should have a practical knowledge of these fundamentals. The increasing prevalence of sickness and disease makes it essential that all be familiar with the principles that underlie these important subjects.

One-third unit

3.

HOME NURSING AND SIMPLE TREATMENTS

Every young person should have some knowledge of the methods used in caring for the sick, and of the first-aid treatments required in common emergencies. This course includes, besides simple hydrotherapy procedure and care of helpless patients, care of contagious diseases, and instruction in recognition of symptoms of common diseases and their treatment. We are especially fortunate in having the treatment rooms of the Sanitarium for our laboratory work in this class.

One-third unit

DEPARTMENT OF VOCATIONAL TRAINING

A. N. ATTEBERRY

MRS. A. N. ATTEBERRY

C. L. DORTCH

R. A. JORGENSEN

Vocational Training.—Educational institutions everywhere are coming to realize that a knowledge of books alone is not sufficient, and are placing in their courses of study vocational training subjects, which will fit the student for some practical place in life. The educational department has arranged for such subjects in both Academic and Junior College departments. These subjects will be required for graduation. The custom of granting certificates is now discontinued as all students will receive institutional credits for all studies pursued in these lines. These vocational training studies will consist of both theory and practice.

For the help of both the institution and the students, the School maintains and operates a line of industries. More than two hundred acres of our land is cultivated in farm and garden, providing for school consumption such things as can be grown in our latitude, and furnishing employment for students who desire to work all or a part of their way through school. The school also operates its own blacksmith shop, printing office, saw mill, cannery, apiary, dairy, laundry, and sanitarium. The work in these departments is carried on in an educational way.

AGRICULTURE

The work of these grades is more intensive than that done in the ninth grade. It is intended to give to those who elect these courses, a practical knowledge of the leading phases of agriculture.

1, 2, 3.

AGRICULTURE I

The first quarter will be given to the study of leading field crops, the second quarter to animal husbandry, and the third quarter to principles of plant growth or agricultural botany.

One unit

4, 5, 6.

AGRICULTURE II

The subject matter of this course includes poultry husbandry, dairying, and horticulture, each one quarter. In addition to the study of the various texts laboratory work of a practical as well as a technical nature will be given on which the student must take careful notes.

One unit

7, 8, 9.

HOME ECONOMICS I

In this subject we cover a different phase of home life each quarter. The first quarter being over to home management, the second quarter to cooking, and the third quarter to sewing.

One unit

10, 11, 12.

HOME ECONOMICS II

To those who wish to do further work in the line of home economics a full year is given the subject of advanced sewing, dress making, etc. This subject can be elected in the eleventh grade.

One unit

13, 14, 15.

HOME ECONOMICS III

Those desiring further work along the line of home economics can elect this subject in the twelfth grade. The first two quarters will be devoted to a further study of home life and home management.

One unit

16, 17, 18.

WOODWORK

Prerequisite, elementary woodwork. This course is to be somewhat of a combination of the principles and practices of both cabinet and carpentry work. It is designed to give the student a practical working knowledge of jobs with which he will meet in his every day life. This course will continue three quarters meeting four times a week, two hour periods.

One unit

19, 20, 21.

CARPENTRY AND BUILDING

This course will include saw milling, building, carpentry, and repair work. Those desiring this course will be expected to furnish most of their tools.

One unit

22, 23, 24.

CABINET WORK

Since it has been our policy as far as possible to provide the necessities in our school rooms, and also part of the dormitory furniture, we are offering a course in cabinet work. We have been successful in securing the services of a practical cabinet maker.

One unit

25, 26, 27.

PRINTING

This course offers a general survey of the field of typography, with a practical study of plain type-setting, job composition, imposition, presswork, and care of machinery. This study, supplemented with practice work in our print-shop, is designed to make one a practical, all-round printer. Requisites for this subject are: a fair knowledge of English—grammar and composition—studiousness, and mechanical ability.

One unit

DEPARTMENT OF MUSIC

O. B. EDWARDS

"Music religious heat inspires,
It wakes the soul and lifts it high,
And wings it with sublime desires,
And fits it to bespeak the Deity"

"I SERVE one as I serve all. I speak through the birds of the air, the insects of the field, the crash of the waters, the sighing winds and am even heard amid the confusion of noisy cities by the ever-listening soul. I am the instrument of God."

MUSIC is one of God's greatest and most powerful gifts to man. From ancient times it has been a universal language, understood and appreciated by all. It is truly the language of the soul. Music has been developed to such an extent that every important event of life has its own expression or its own setting in appropriate music. The bridal hymn, the wedding march, and even the solemn requiem have their place in the events of life. As a moulder of character music fills a very important place.

PIANOFORTE

The piano is an instrument that offers to the student a broad field of study. The work given in this course is adapted to the specific needs of the student. It is possible to complete the course in four years. Much study will be given to scales, arpeggios, rhythm, and finger exercises. Regular lessons and practice periods are assigned.

CHORUS

At the beginning of the year a chorus is organized and meets regularly for rehearsal. Those who become members of this organization receive valuable training in singing and conducting a chorus. It will give recitals during the year, and furnish music for special occasions.

BAND

The band is one of our growing organization, and those who wish to join it are requested to bring their instruments. It is a source of real pleasure. The members of the band must be prompt and regular in attending practice.



1570 Brass

The Junior Academy

Grades 7, 8, & 9.

For several reasons it seems best to join these three grades together in our work at Oakwood. First of all, we get an older class of students who are taking this grade work and for that reason it is best to conduct it a little differently from an ordinary church school. By combining the ninth with the seventh and eighth it gives us a larger group of students. It is also helpful in carrying out our work program. First it gives a group of students that can work in the morning and attend school in the afternoon. It may be that in another year we will place the tenth grade in this grouping.

BIBLE

7th Grade

BIBLE

Bible seven is a study of "The Gospel to All the World," the first part includes "The Acts of the Apostles" by McKibbin, and the second, "Since the Days of the Apostles" by Sterns.

8th Grade

BIBLE

Eighth grade Bible gives the student a clear idea of God's great plan from creation throughout redemption on to the end of the world. This subject is so simply given that each one can see the working of God's plan in spite of prevailing forces against it.

Text: Peck, "God's Great Plan."

9th Grade

NEW TESTAMENT HISTORY

This is a study of the life of Christ and of the lives of the apostles, using as a basis, the Bible, "Desire of Ages," and "Acts of the Apostles."

One unit

ENGLISH

In the three years of English we follow a connected line throughout.

7th Grade

ENGLISH

English seven is a study of English grammar with certain amount of composition and literature.

Text: "Center and Holmes, Book I."

8th Grade

ENGLISH

English eight is the continued study of English grammar combined with composition and literature.

Text: "Center and Holmes, Book II."

9th Grade

COMPOSITION

It is the aim of this course to give the student a training in the art of composition, both written and oral, that will prepare him for the more extensive work the following year. This course covers a review of the fundamentals of grammar, sentence structure, paragraphing, punctuation, and intensive study of selections from American literature.

Text: "Center and Holmes Composition Book."

In connection with English 7, 8, and 9 we also give reading, spelling, and penmanship.

MATHEMATICS

The three years of mathematics are connected one with the other in a definite sequence. We are giving the following in the three years:

Thorndike.....7th Grade I

Thorndike.....8th Grade II

Thorndike.....9th Grade III

U. S. HISTORY

United States history is given for two quarters. The text used is left with the teacher. In connection with U. S. history we give the student some conception of the relationship of history to the Bible.

CIVICS

One quarter is given to the study of civics. An effort is made to help the student understand his obligation and relationships to his Government. Special emphasis is given to its relationship to religious liberty.

Text: "Broome and Adams."

GEOGRAPHY

One and one-half quarters is given to the study of geography.

Text: McMurry and Parkins, "Advanced Geography."

PHYSIOLOGY AND HYGIENE

One and one-half quarters is given to physiology and hygiene. Special emphasis is placed upon the student's health. Work is supplemented by physical exercises.

Text: Belle Wood—Comstock, "The Human Body and How To Keep It In Health."

GENERAL SCIENCE

This is a survey of natural phenomena. It aims to give an idea of what science includes in its realm rather than an exhaustive treatment of any branch of the subject.

Text: Wood and Carpenter, "Our Environment—How We Use and Control It."

MUSIC AND DRAWING

One period each week is given to the study of music and drawing, with the three grades joining together in the exercises.

Text: "Music—Progressive Series—1 Book Course."

VOCATIONAL

We are making an effort to co-ordinate the vocational training of our young people in three years.

SEVENTH GRADE

The first quarter of grade seven is devoted to a study of the occupations that are open to young people. Both boys and girls join in this quarter's work. Following this each group follows a connected line of study throughout the three years.

GIRLS' VOCATIONAL

Seventh Grade

Second Quarter Personal Apperance
Third Quarter Clothing

Eighth Grade

First Quarter..... Health
Second Quarter..... The House
Third Quarter..... Food

Ninth Grade

First Quarter Child Welfare
Second Quarter.... Sewing
Third Quarter..... Gardening

BOYS' VOCATIONAL

Seventh Grade

Second Quarter..... Agriculture
Third Quarter Agriculture

Eighth Grade

First Quarter..... Woodwork
Second Quarter..... Woodwork
Third Quarter Shop Work

Ninth Grade

First Quarter..... Agriculture
Second Quarter..... Animal Husbandry
Third Quarter..... Gardening

School of Theology

THIS institution has been in operation for thirty-five years, most of the time under the name of Oakwood Manual Training School. In 1917 the name was advanced to the grade of Junior College, and in 1918 our regular School of Theology was organized.

During all these years the School has maintained a ministerial department. It has trained and sent forth a large number of ministers and gospel workers.

THEOLOGICAL COURSE

Prerequisite : Academic Course.

This course consists of two years of work drawn largely from Bible, history, and English. It is intended to prepare young men for active work in the field. If a sufficient number apply, this course will be given.

For graduation from this course, students are required to complete ninety-six quarter hours of college work, besides having completed the Bible subjects listed in the Academic course. Laboratory work for pastoral training requires one season in the colporteur field and an experience in cottage meetings and public community effort equivalent to six continuous weeks.

THIRTEENTH GRADE

<i>Subjects</i>	<i>Quar. Hrs.</i>
Daniel and The Revelation	8
Freshman History	9
Freshman Rhetoric	10
Principles of Education	5
Ancestry of the Bible	4
N. T. Greek I	12

FOURTEENTH GRADE

<i>Subjects</i>	<i>Quar. Hrs.</i>
Bible	8
Pastoral Training	8
Public Speaking	4
N. T. Greek II	8
Hist. of Antiq. & Greece	9
Vocational	6
Elective	5

Courses of Study

Junior High School

GRADE SEVEN

Bible
English
Arithmetic
Geography
Physiology
Vocational
Music

GRADE EIGHT

Bible
English
Arithmetic
Civics
U. S. History
Vocational
Drawing

GRADE NINE

N. T. History
English
General Science
Gen. Mathematics
Vocational

Senior High School

GRADE TEN

Units

Old Testament History 1
English II 1
General History 1
Home Economics I or
Woodwork 1

GRADE ELEVEN *Units*

Denominational History... $\frac{1}{3}$
The Spirit of Prophecy... $\frac{1}{3}$
History of Missions... $\frac{1}{3}$
English III 1
Health Education 1
Elective:
 Algebra 1
 Biology 1
 Language I 1
 Bookkeeping 1
 Home Economics II... 1
 Carpentry & Building 1

GRADE TWELVE *Units*

Bible Doctrines 1
American History $\frac{2}{3}$
American Government... $\frac{1}{3}$
Elective:
 Geometry 1
 Physics 1
 Language II 1
 English IV 1
 Typewriting 1
 Home Economics III... 1
 Agriculture 1

Collegiate

GRADE THIRTEEN

<i>Subjects</i>	<i>Qr. Hrs.</i>
Daniel & The Revelation ..	8
Freshman Rhetoric	9
Freshman History	9
Principles of Education ...	5
Elective:	
Modern Language I ..	12
N. T. Greek I	12
English Literature ...	8
Trigonometry	4
Advanced Algebra ...	4
Ancestry	4

GRADE FOURTEEN

<i>Subjects</i>	<i>Qr. Hrs.</i>
Bible	8
History of Antiquity	12
Elective:	
Modern Language II ..	8
N. T. Greek II	8
American Literature ..	5
Education II	12
Astronomy	8
Journalism	5
Chemistry	12
Library Science	6

Courses in Teacher Training

COURSE I

Primary and Intermediate Teachers

REQUIREMENTS:	<i>Qr. Hours</i>
Education	24
which must include—	
Principles of Education	
History of Education	
Classroom Management	
Educational Psychology	
Child Psychology	
Primary and Intermediate Methods	18
(selected from subjects listed in outline)	
*Observation and Teaching	6

*It is our purpose to include this work as laboratory work in the courses outlined in primary and intermediate methods, increasing the credit hours to 24.

Freshman English	9
College Bible	12
Practical Arts	4
Electives	23
(from the following courses)	
English, Bible, History, Education, Mathematics	
TOTAL	96

COURSE II

Grammar Grade Teachers

REQUIREMENTS	<i>Qr. Hours</i>
Education	24
which must include—	
Principles of Education	
History of Education	
Classroom Management	
Educational Psychology	
Child Psychology	
Methods in Grammar Grades	18
(selected from subjects listed in outline)	
*Observation and Teaching	6
*It is our purpose to include this work as laboratory work in the courses outline in methods in grammar grades, increasing the credit hours to 24.	
Freshman English	9
College Bible	12
Practical Arts	4
Electives	23
(from the following courses)	
English, Bible, History, Education, Mathematics	
TOTAL	96

Classification

THE school year consists of four quarters of twelve weeks each, the quarters being divided into periods of six weeks. The class periods are one hour in length. Tests are given at the close of each period. At the close of each quarter, examination papers are filed for reference. Quarterly examinations are entered in the books as permanent records, and grades are passed to the students.

When matriculating, each student will be expected to arrange a personal daily program accounting for all his waking hours. A copy of this must be filed with the President.

All students should plan to be at Oakwood at the opening of school, as late registration and examinations will call for extra fees. Those registering late will be permitted to take work in proportion to the part of the school year that remains. Arrangement for special examinations must be made with the classification committee, who will require a receipt from the treasurer.

Students not able to pass the entrance examinations for the ninth grade will be classified in the grammar department.

Classes will be formed only when there is sufficient number to warrant.

Four studies constitute full work in the Academy; and sixteen quarter hours, in the College. No student will be allowed to take more except by permission of the faculty, the request and reason therefore having been expressed in writing.

Each student is required to take one of the following drills each year: spelling, reading, sight singing, penmanship. Examinations in each will be required at the close of the academic course to ascertain whether the work has been completed in all these arts.

No conditional or incomplete grade will go on permanent record. If a student does not pass in any of his classes, he has one quarter from the close of class to make up his "condition" or "incomplete" grades.

Students having an incomplete or condition in any subject shall not receive a grade above "C" when the work is made up, and the incomplete or condition is removed.

GRADUATION REQUIREMENTS

For graduation from the Academic Course, 12 units are required in addition to the completion of the work in the Junior Academic Department; from Junior College, 96 quarter hours. In the Academic Course, one study five times a week for one year constitutes a unit of work. This is on the basis that each period of recitation continues for one hour. It is also understood that two hours of preparation must precede each recitation. In the Junior College, one study meeting one hour a week for a quarter constitutes a quarter hour.

For graduation, the general average must not be less than eighty-five per cent, nor below seventy-five per cent in any separate topic for any single examination. A percentage of eighty-five is required in reading, penmanship, spelling, and sight singing, but these drills do not entitle a student to academic credit.

It is necessary also for graduation, to have at least as many quality points as units, or quarter hours required in the course being completed. These quality points are given as follows: a grade of "A," 3 quality points; a grade of "B," 2 quality points; a grade of "C," 1 quality point; a grade of "D," no quality points.

Those expecting to graduate from any course should early in the year see the Committee on Graduation, and check up their work. No individual should expect to graduate from any course without at least one year's residence work.

Diplomas will be granted those completing Junior College and Academic courses. Others will receive certificates.

The extension work of the Oakwood Junior College is done by the Home Study Institute, of Takoma Park, Washington, D. C. For any courses our students may take in that school during the summer vacation or at other times, full credit will be given by our registration committee.

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